

Statement of Deficiencies

5305-B: Liability Insurance

Not Met

Policy Name/Number :

Dates of Coverage :

Findings/Corrections

No Liability Insurance for Center 5305.B. The Provider lacked required documentation of current commercial liability insurance for the operation of the center to ensure medical coverage for children in the event of accident or injury. The provider shall be responsible for payment of medical expenses of a child injured while in the provider's care. Documentation to consist of the insurance policy or current binder that includes the name of the child care facility, physical address of the center(s), name of the insurance company, policy number, period of coverage and the explanation of the coverage. The available documentation of insurance showed an expiration date of 9-8-04.

5305-E: State Fire Marshal

Not Met

State Approval Date :

Findings/Corrections

5305.E. The Provider lacked documentation of a current annual fire safety inspection and approval from the Office of State Fire Marshal. An inspection on file by the State Fire Marshal lists one deficiency on 6-29-04. The lone deficiency lists tags on fire extinguishers with a future follow-up but the Fire Marshal has not returned and a statement about licensure was not made on the inspection that approval was granted.

5309-C: Administrative Duties

Not Met

Findings/Corrections

5309.C. The Director's duties did not consist only of administrative functions when the number of children in care exceeded 42 as [the listed director Gogi Grant is a full time classroom teacher and the census was 164].

5311-A: Personnel Records

Not Met

Findings/Corrections

5311.A.1. The Provider did not have an application/staff information form to include the name, date of birth, address and telephone number, previous training/work experience, educational background, employee's start date for staff: [One newly hired teacher did not have a personnel file in place nor did 3 newly hired bus monitors].

5311.A.2. Documentation of three current, positive non related reference checks or telephone notes signed and dated was not available for staff: [One new teacher and 3 new bus monitors].

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for staff as follows: [One new teacher and 3 new bus monitors.]. Documentation of submission **[was not]** available. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another.

Statement of Deficiencies

5312-A: Orientation Training

Not Met

Findings/Corrections

No Orientation Training 5312.A. Provider lacked documentation that staff, [one new teacher and 3 new bus monitors], received orientation within one week of employment and prior to having sole responsibility for a group of children to include training in the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

Orientation training did not include documentation of the 4 days supervised work with children.

Documentation shall consist of a statement/checklist in the employee record signed and dated by the employee and the Director attesting to having received such orientation training and the dates of the supervised work with children.

5312-C: Annual Review

Not Met

Findings/Corrections

No Documentation-Annual Review 5312.C. Provider lacked documentation that staff, all[staff hired over one year], have annually reviewed the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

5312-E: CPR and First Aid

Not Met

Findings/Corrections

5312.E.1. The Provider did not have documentation that at least fifty percent (50%) of all staff on the premises and accessible to the children have current approved Infant/Child/Adult certification in CPR. [7] of [18] staff had documentation of this certification.

5312.E.5. There was not at least one staff in each vehicle (center provided or contract) with documentation of [CRR and Pediatric First Aid] One monitor had only First Aid and one had no documentation of either..

Statement of Deficiencies

5331-A: Transportation Arrangement Conforms to State Laws

Not Met

Findings/Corrections

5331.A. The Provider's transportation arrangements did not conform to state laws, including seat belts and child restraints as [transportation is provided by means of an intergovernmental agreement with the parish's public school transportation system but a signed annual agreement stating that all required topics are guaranteed was not available for review].

5331-H: Appropriate Driver's License

Not Met

Findings/Corrections

5331.H. The Provider lacked documentation that all individuals who drive vehicles to transport the children have a copy of a valid appropriate Louisiana driver's license. A statement from the parish's transportation director or copies of licenses was not available.

5331-I: Liability Insurance

Not Met

Findings/Corrections

No Liability Insurance for Vehicle(s) 5331.I. The Provider lacked documentation of current commercial liability insurance for the operation of the vehicle(s) to ensure medical coverage for children in the event of accident or injury. Documentation shall consist of the insurance policy or current binder that includes the name of the child care facility, the name of the insurance company, policy number, period of coverage and the explanation of the coverage.

5337-A: Contract for Transportation

Not Met

Findings/Corrections

No Contract for Transportation 5337.A. The Provider contracted for transportation and there was not a dated, time limited contract signed by the provider and a representative of the transportation agency outlining circumstances under which transportation will be provided that includes:

- . Transportation arrangements shall conform to state laws, including seat belts and child restraints;
- . Only one child shall be restrained in a single safety belt;
- . The driver or attendant shall not leave the children unattended in the vehicle at any time;
- . Each child shall safely board or leave the vehicle from the curb side of the street and / or shall be escorted across the street;
- . The vehicle shall be maintained in good repair;
- . The use of tobacco in any form, use of alcohol and use or possession of illegal substances or unauthorized potentially toxic substances, firearms, pellet or BB guns (loaded or unloaded) in any vehicle while transporting children is prohibited;
- . The number of persons in a vehicle used to transport children shall not exceed the manufacturer's recommended capacity;
- . The Provider shall maintain a copy of a valid appropriate Louisiana driver's license for all individuals who drive vehicles used to transport children;
- . The Provider shall maintain a copy of the contractor's current commercial liability insurance for the operation of the vehicle(s) ensuring medical coverage for children in the event of accident or injury;
- . The vehicle shall have evidence of a current safety inspection;
- . There shall be first aid supplies in each vehicle,
- . There shall be information in each vehicle identifying the name of the director and the name, telephone number and address of the center for emergency situations.

A current intergovernmental agreement was not on file.